

# VOLUNTEER SERVICE, IOWA COMMISSION ON[817]

## Adopted and Filed

Pursuant to the authority of Iowa Code section 17A.3 and chapter 15H, the Iowa Commission on Volunteer Service hereby adopts amendments to Chapter 8, "Iowa Youth Mentoring Program Certification," Iowa Administrative Code.

The current rules establish procedures for the certification of youth mentoring programs to ensure that certifications are handled in a fair and orderly manner. These amendments provide clarification on the certification process and add additional requirements to the areas of background checks and screening.

Notice of Intended Action was published in IAB Volume XXXV, Number 4, p. 366, on August 22, 2012, as **ARC 0291C**. A public hearing was held on September 13, 2012, from 1 to 2 p.m. at the Iowa Economic Development Authority, Tourism Conference Room. No persons attended the hearing or offered comments. These adopted amendments are identical to those published under Notice of Intended Action.

After analysis and review of this rule making, no impact on jobs has been found.

These amendments will become effective on December 19, 2012.

These amendments are intended to implement Iowa Code chapter 15H.

The following amendments are adopted.

ITEM 1. Amend **817—Chapter 8**, introductory paragraph, as follows:

The purpose of the Iowa mentoring partnership is to certify mentoring programs that meet standards outlined in the Elements of Effective Practice for Mentoring™, published by the National Mentoring Partnership, that have been established for youth mentoring programs. The Iowa mentoring partnership also provides training, resources and support services to local mentoring programs. In partnership with certified programs, the Iowa mentoring partnership strives to increase the capacity of mentoring programs, raise statewide awareness of the positive benefits of mentoring children and youth, promote effective screening and safety procedures, and enhance the quality of mentoring relationships in Iowa.

ITEM 2. Amend subrule 8.3(1) as follows:

**8.3(1)** Specific questions are included on the application regarding mentoring program operations, screening and safety procedures, training, number of mentors and mentees, structure of the program, and other information to determine whether the program meets the certification standards established in rules 817—8.4(15H) and 817—8.5(15H).

ITEM 3. Amend rule 817—8.4(15H) as follows:

**817—8.4(15H) Basis for certification standards.** The commission has established standards to certify youth mentoring programs. These standards are based on the Elements of Effective Practice for Mentoring™, published by the National Mentoring Partnership. These elements are based on the work of a panel of experts convened by the National Mentoring Partnership to produce a set of rigorous mentoring guidelines, providing the gold standard for quality mentoring for more than a decade.

**8.4(1) Statement of purpose.** The mentoring program should have a statement of purpose and a long-range plan that ~~include~~ includes:

a. to e. No change.

f. Risk management plan.

**8.4(2)** No change.

**8.4(3) Orientation.** The mentoring program shall have an orientation for mentors and mentees that includes:

a. to g. No change.

h. Definition of appropriate and inappropriate contact, and a statement that informs mentees and parents/guardians on how to report inappropriate contact.

**8.4(4)** No change.

**8.4(5) *Training curriculum.*** The mentoring program shall have a readiness and training curriculum for all mentors and participants that includes:

*a. to k.* No change.

*l.* Information on what is considered inappropriate contact and what to do if such contact occurs.

*m.* Information regarding safe meeting spaces and meeting place guidelines and restrictions.

**8.4(6) to 8.4(10)** No change.

**8.4(11) *Additional certification standards.*** The commission also utilizes the Elements of Effective Practice for Mentoring™, published by the National Mentoring Partnership, to determine the primary areas of review for mentoring program certification. These areas are intended to indicate whether programs are operating under the quality policies and procedures established by a national panel of mentoring program experts, researchers and others.

*a. and b.* No change.

*c. Minimum monthly contact.* Mentoring programs shall meet minimum requirements for monthly contact based on program type.

(1) Matches in community-based programs shall meet for a minimum of four hours per month with a consistent schedule.

(2) School-based programs shall meet for a minimum of two hours per month with a consistent schedule.

(3) E-mentoring programs shall have contact via secure, supervised e-mail a minimum of once per week.

*d. and e.* No change.

[Filed 10/22/12, effective 12/19/12]

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EDITOR'S NOTE: For replacement pages for IAC, see IAC Supplement 11/14/12.